



Coconino County  
Office of the County Manager  
Director of Special Initiatives  
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February 8, 2008

**Dear North Stardust - Antelope Road County Improvement District Member,**

The purpose of this letter is to inform you on the procurement process for the bid release to improve North Stardust Trail as part of the North Stardust and Antelope County Improvement District.

The Board of Directors of North Stardust and Antelope County Improvement District adopted on January 15, Resolution NCACID 2008-01 Ordering the Work for the District. This Resolution authorized the release of plans and specifications to contractors for bids. Notices to contractors were published in the Arizona Daily Sun on January 19 and 20, 2008.

We held a pre-bid meeting with contractors on February 7, 2008. In the meeting we informed contractors about the specific requirements for special districts. We will evaluate the bids based on experience, performance, and cost of the contractors. The District Engineer and County Staff answered specific questions that contractors had about the project. Currently seventeen contractors have expressed interest in the road improvement project. The County's Purchasing Unit has also distributed the Plans and Specifications throughout Plan Rooms in Southwestern US.

Bids are due and will be opened on February 26, 2008 at 2:00 PM, during an open meeting of the Board. The meeting will take place in the Board's Chamber at 219 E. Cherry Ave, Flagstaff. You are welcome to attend this meeting.

I would like to remind you that if the lowest and most responsible bid is higher than the District Engineer's estimate, the Board of Directors is required to initiate a new Resolution of Intention after the District Engineer has revised the cost estimate and discussed the matter with the Members of the District.

The awarding of the lowest and most responsible bid is scheduled for March 18, 2008. The Board of Directors may choose to postpone this date if they decide to interview contractors in an open meeting. District Members will be notified via mail about the outcome of the bid process. In addition we will be holding a meeting with District Members to discuss the cost assessment methodology in March with all District Members.

If you have any questions or concerns, then please call me at (928) 779-6576 or Eslir Musta at (928) 679-7176.

Sincerely,

Lucinda Andreani  
Director of Special Initiatives